



# MUSCOGEE (CREEK) NATION

Personnel Services – P.O. Box 580 – Okmulgee, OK 74447 – (918) 732-7827

## JOB OPPORTUNITY

JOB TITLE: FINANCIAL COMPLIANCE AUDITOR

SALARY RANGE: \$27,123.20 - \$35,380.80

LOCATION: MUSCOGEE (CREEK) NATION OFFICE OF PUBLIC GAMING

JOB DUTIES:

Under the supervision of the Assistant Commissioner, the Financial Compliance Auditor conducts audits to assist effectiveness of controls, accuracy of financial records and efficiency of operations. Analyze data for compliance with regulations and report findings. Review of financial statements of tribally licensed gaming operations. Shall monitor licensed facilities for compliance with ordinance. Shall conduct audits on various aspects of business and unannounced cash audits. Shall review financial records. Review and approve advertising. Shall respond to patron complaints. Must be willing to work nights and weekends. Must be able to travel between tribal gaming facilities. Shall perform any and all other duties as assigned.

JOB QUALIFICATIONS: *Minimum Requirements:* Associates Degree in accounting with two (2) years experience. Seven (7) years experience in accounting will count for degree. *Preferred Requirements:* Bachelors Degree in accounting with knowledge of gaming operations. Must be computer literate. Must be willing to work nights and weekends. Must possess good written and oral communication skills. Must possess a valid driver's license and submit to and pass all background and drug tests.

**\*COMPLETED EMPLOYMENT APPLICATION IS REQUIRED**

INDIAN PREFERENCE

CLOSING DATE: OPEN TILL FILLED

SEND APPLICATIONS TO: Muscogee (Creek) Nation Personnel Services  
P.O. Box 580  
Okmulgee, OK 74447  
Fax: (918) 756-2284  
[sarmour@muscogeenation-nsn.gov](mailto:sarmour@muscogeenation-nsn.gov)  
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